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Arrangements for the High-level Meetings and the general debate of the sixty-sixth session of the General Assembly

United Nations Headquarters, 19-27 September 2011

Information note for delegations

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Introduction

1. The general debate of the sixty-sixth session will be held from Wednesday, 21 September to Saturday, 24 September and from Monday, 26 September to Tuesday, 27 September 2011. While the general debate usually begins on the Tuesday after the opening of the session, pursuant to resolution 57/301; the general debate for the sixty-sixth session will begin on Wednesday, 21 September, pursuant to resolution 65/160 on desertification.

2. The General Assembly, by its resolution 65/238 of 24 December 2010, decided that the High-level Meeting of the General Assembly on the Prevention and Control of Non-communicable Diseases shall be held on 19 and 20 September 2011 in New York.

3. By its resolution 65/160 of 20 December 2010, the General Assembly decided to convene a one-day high-level meeting on the theme "Addressing desertification, land degradation and drought in the context of sustainable development and poverty eradication" on Tuesday, 20 September 2011.

4. By its resolution 65/279 of 13 June 2011, the General Assembly also decided that on Thursday, 22 September 2011, will be held the high-level meeting of the General Assembly to commemorate the tenth anniversary of the adoption of the Durban Declaration and Programme of Action.

5. In addition to the above-mentioned General Assembly meetings, the Secretary-General will host the following meetings in September: (1) a symposium on International Counter-Terrorism Cooperation on Monday, 19 September, (2) an event entitled "Every woman, every child" on Tuesday, 20 September, (3) a high-level meeting on Nutrition on Tuesday, 20 September, (4) a high-level meeting on Nuclear Safety and Security on Thursday, 22 September, and (5) the seventh Conference Facilitating the Entry Into Force of the Comprehensive Nuclear-Test-Ban Treaty on Friday, 23 September.

6. The plenary meetings of the High-level Meeting of the General Assembly on the Prevention and Control of Non-communicable Diseases, the meetings of the general debate, the opening and closing plenary meetings of both the high-level meeting on addressing desertification, land degradation and drought in the context of sustainable development and poverty eradication and the high-level meeting to commemorate the tenth anniversary of the adoption of the Durban Declaration and Programme of Action, as well as the opening session of the Secretary-General's high-level meeting on Nuclear Safety and Security will be held in the General Assembly Hall.

A. Arrivals

7. Strict adherence to the following requirements will ensure the timely and secure arrival of all parties:

(a) All persons in motorcades must have valid United Nations photo identification in order to be permitted to pass through various security checks and enter the Headquarters Building;

(b) Heads of State or Government, members of their parties and other delegations or observers or individual members of such delegations wishing to come to the United Nations on foot from nearby locations are encouraged to do so. Time will be saved and possible delays avoided;

(c) With the exception of motorcades accompanied by police and/or secret service, any delegation arriving at the United Nations by car will need a special vehicle permit. These permits will be available through the Garage Administration, room U-210 (telephone 212 963 6212).

B. Schedules, list of speakers, statements, documentation and interpretation

High-level Meeting of the General Assembly on the Prevention and Control of Non-communicable Diseases

8. The High-level Meeting of the General Assembly on the Prevention and Control of Non-communicable Diseases will take place on 19 and 20 September 2011, and will be held according to the following schedule:

Monday, 19 September 2011

9 a.m.-1 p.m.	Plenary meeting (GA Hall)
10 a.m.-1 p.m.	Round table 1 (ECOSOC Chamber)
3-6 p.m.	Plenary meeting (GA Hall)
3-6 p.m.	Round table 2 (ECOSOC Chamber)

Tuesday, 20 September 2011

10 a.m.-1 p.m.	Round table 3 (ECOSOC Chamber)
3-4 p.m.	Closing plenary meeting (GA Hall)

9. The plenary meetings will be held in the General Assembly Hall, and will feature opening statements by the President of the General Assembly, the Secretary-General, the Director-General of the World Health Organization and a representative of civil society who will be chosen from non-governmental organizations with consultative status with the Economic and Social Council and in consultation with Member States. The President of the General Assembly is currently considering recommendations for the civil society speaker, in consultation with Member States and the Civil Society Task Force established by the President.

10. To enable maximum participation within the limited time available, statements in plenary meetings should not exceed five minutes when speaking in the national capacity and eight minutes when speaking on behalf of a group. It is anticipated that within the time constraints, there will be time for a maximum of 65 interventions. A list of speakers, maintained in accordance with the level of representation and on a first-come, first-served basis, will be open for inscription from 1 to 30 August 2011, in room IN-613A (e-mail: heddachem@un.org; telephone 212 963 5063; fax 212 963 3783). Delegations are asked to kindly indicate the level of representation when inscribing on the speakers list.

11. The closing plenary meeting will be comprised of the presentation of summaries of the round tables discussions and the adoption of a concise action-oriented outcome document.

12. The round table sessions will be held in the ECOSOC Chamber (North Lawn Building). Round tables 1 and 2 will take place concurrently with the plenary meetings on 19 September 2011, and round table 3 will take place on the morning of 20 September 2011. The three thematic round tables will address the following themes:

Round table 1: The rising incidence, developmental and other challenges and the social and economic impact of non-communicable diseases and their risk factors;

Round table 2: Strengthening national capacities, as well as appropriate policies, to address prevention and control of non-communicable diseases;

Round table 3: Fostering international cooperation, as well as coordination, to address non-communicable diseases.

13. Participation in each round table will include Member States, observers, and representatives of entities of the United Nations system, civil society and the private sector. Each round table will be chaired by two Co-Chairs, selected by the President of the General Assembly and taking full account of the level of representation as well as equitable geographical distribution. Member States are requested to indicate to the Office of the President of the General Assembly by 15 August 2011 if their Head of State is interested to participate as a Co-Chair.

14. Pursuant to paragraph 4(d) of resolution 65/238, a list of speakers will not be maintained. However, Member States and General Assembly Observers are encouraged to inform the contact point at the Secretariat (Ms. Vivian Pliner, e-mail pliner@un.org, tel. 212-963-5724, fax 212-963-5935) from 1 – 30 August 2011 which round table they wish to intervene in and at what level of representation. Up to fifty Member States and observers should be able to intervene in each round table, and the Office of the President of the General Assembly will do its utmost to accommodate all preferences, taking into account the level of representation as well as equitable geographical distribution.

15. To promote interactive, free-flowing discussions, participants in the round tables will be invited to make brief remarks that do not exceed three minutes, raise questions and respond to other speakers. Written statements are strongly discouraged.

High-level meeting of the General Assembly on Addressing desertification, land degradation and drought in the context of sustainable development and poverty eradication

16. The high-level meeting of the General Assembly on Addressing desertification, land degradation and drought in the context of sustainable development and poverty eradication will take place on Tuesday, 20 September 2011, and will be held according to the following schedule:

10-10:45 a.m. Opening plenary meeting (GA Hall)

11 a.m.-1 p.m.	Interactive panel (CR 4 (NLB))
3-5:30 p.m.	Interactive panel (CR 4 (NLB))
5:45-6 p.m.	Closing plenary meeting (GA Hall)

17. The plenary meetings will be held in the General Assembly Hall. The opening plenary meeting will be chaired by the President of the General Assembly and the speakers will be the President of the General Assembly, the Secretary-General, the Executive Secretary of the United Nations Convention to Combat Desertification (UNCCD), the President of the ninth session of the Conference of the Parties to the UNCCD and the incoming President of the tenth session of the Conference of the Parties, the Group of 77 and China, the European Union, and the Group of African States.

18. Speakers in the opening plenary meeting will be limited to the eight mentioned above. To enable maximum participation within the limited time available, statements in the plenary meetings and the interactive panels should not exceed five minutes when speaking in the national capacity and eight minutes when speaking on behalf of a group. It is anticipated that in the morning panel there will be time for approximately 20 speakers, followed by approximately 30 speakers in the afternoon panel.

19. A list of speakers for the interactive panels, maintained in accordance with the level of representation and on a first-come, first-served basis will be open for inscription from 1 to 30 August 2011, in room IN-0613C (Ms. Emer Herity, e-mail: herity@un.org, telephone 917-367-5816; fax 212-963-5305). Delegations are asked to kindly indicate the level of representation and the preferred interactive panel (morning or afternoon) when inscribing on the speakers' list.

20. The two consecutive interactive panels will be held in Conference Room 4 (North Lawn Building). The General Assembly decided that the panel sessions will focus on the same theme as the high-level meeting, and will be co-chaired by Heads of State or Government, one from the North and one from the South for each panel, to be appointed by the President of the General Assembly, with due regard for geographical balance, in consultation with regional groups.

21. Each regional group is requested to indicate to the Office of the President of the General Assembly by 2 September 2011, which Head of State or Government will be available to co-chair.

High-level meeting of the General Assembly to commemorate the tenth anniversary of the adoption of the Durban Declaration and Programme of Action

22. The high-level meeting of the General Assembly to commemorate the tenth anniversary of the adoption of the Durban Declaration and Programme of Action will take place on Thursday, 22 September 2011, and will be held according to the following schedule:

9-11 a.m.	Opening plenary meeting (GA Hall)
11 a.m.-1 p.m.	Round table 1 (ECOSOC Chamber)

3-6 p.m.	Round table 2 (ECOSOC Chamber)
6-7 p.m.	Closing plenary meeting (GA Hall)

23. The plenary meetings will be held in the General Assembly Hall. The speakers at the opening plenary meeting will be the President of the General Assembly, the Secretary-General, the United Nations High Commissioner for Human Rights, the Head of State of South Africa, one speaker from each regional group and a representative of a non-governmental organization active in the field of racism, racial discrimination, xenophobia and related intolerance.

24. The closing plenary meeting will comprise the presentation of summaries of the discussions by the Co-Chairs of the round tables and the adoption of a short and concise political declaration aimed at mobilizing political will.

25. The two consecutive round table sessions will be held in the ECOSOC Chamber (North Lawn Building). The General Assembly decided that the round tables will address the overall theme of "Victims of racism, racial discrimination, xenophobia and related intolerance: recognition, justice and development", and that each round table will be co-chaired by two Heads of State or Government to be invited by the President of the General Assembly after consultations with the regional groups. Member States are requested to indicate to the Office of the President of the General Assembly by 15 August 2011 if their Head of State or Government is interested to participate as a Co-Chair.

26. In order to promote interactive, free-flowing discussions, participants in the round tables will be invited to make brief remarks that do not exceed five minutes, raise questions and respond to other speakers. Written statements are strongly discouraged.

27. A list of speakers for the round tables, maintained in accordance with the level of representation and on a first-come, first-served basis, will be open for inscription with a contact point in the Secretariat (Mr. Otto Gustafik, e-mail gustafik@un.org, tel. 212-963-9963, fax 212-963-5935) from 1 – 30 August 2011. Delegations are asked to kindly indicate the level of representation when inscribing on the speakers list.

General debate

28. As indicated in the introduction above, the general debate of the sixty-sixth session of the Assembly will be held from Wednesday, 21 September to Saturday, 24 September and from Monday, 26 September to Tuesday, 27 September. The meetings of the general debate will be held from 9 a.m. to 1 p.m. and 3 to 9 p.m., except on the first day, Wednesday, 21 September, when it ends at 7:30 p.m., and on the second day, Thursday, 22 September, when the morning meeting of the general debate will be held from 11 a.m. to 1 p.m. pursuant to resolution 65/279, in light of the commemorative meeting on the tenth anniversary of the adoption of the Durban Declaration and Programme of Action. It should also be noted that the closing plenary meeting of the Durban commemoration will be held from 6 to 7 p.m. on 22 September, after which the general debate will continue.

29. The current list of speakers is available in room IN-613A. Any change or exchange of speaking slots among Member States should be communicated in

writing to the General Assembly Affairs Branch (room IN-613A, e-mail: heddachem@un.org, telephone 212 963 5063; fax 212 963 3783).

30. The theme "the role of mediation in the settlement of disputes by peaceful means" has been proposed for the general debate at the sixty-sixth session, pursuant to resolution 58/126.

31. In keeping with previous practice, a voluntary 15-minute time limit for statements is to be observed in the general debate of the sixty-sixth session.

Statements, documentation and interpretation

32. A minimum of 30 copies of the text of statements to be delivered at the high-level meetings and the general debate should be submitted in advance to the Secretariat; failing this, delegations are urged to provide ten copies for the interpreters before the speaker takes the floor. If delegations wish to have the text of statements distributed to all delegations, observers, specialized agencies, interpreters, record-writers and press officers, 350 copies are required. For distribution of the texts of statements to the press, see section L below.

33. Given the security arrangements in place for the high-level meetings and the general debate, texts of statements should be delivered to the receiving area located at the rear of the General Assembly Hall between the hours of 8 a.m. and 9 a.m. by a delegation representative in possession of a valid United Nations grounds pass. Access will be through the 46th Street gate to the Visitors Entrance, through the electronic screening area to the elevators on the west side of the Lobby to the receiving area, where a representative of the Secretariat will accept the texts at a special counter. Texts of speeches will be accepted only on the day they are to be given.

34. Only official documents of the high-level meetings and the general debate bearing the General Assembly document symbol and texts of statements to be delivered in the high-level meetings and the general debate will be distributed in the General Assembly Hall.

35. Statements made in any of the six official languages of the General Assembly are interpreted into the other official languages. Any speaker may also make a statement in a language other than the official languages. In such cases, in accordance with rule 53 of the rules of procedure of the Assembly, the delegation in question must provide either an interpreter from the non-official into an official language or a written text of the statement in one of the official languages to be read out by a United Nations interpreter. On the basis of this interpretation or the written text which is accepted by the Secretariat as representing the official text of the statement, it will be interpreted into the other official languages by United Nations interpreters. When a written text is provided, the delegation concerned should make available to the interpreter someone who knows the language in which the statement is to be delivered and the official language into which it has been translated, to guide the interpreter through the translated text and to ensure synchronization between the speaker and the interpreter. Detailed arrangements for interpretation from non-official languages, including access by non-United Nations interpreters to the interpreter booths in the General Assembly Hall, must be made in advance through the Meetings Management Section (telephone 212 963 8114; e-mail: emeetsm@un.org).

C. Events hosted by the Secretary-General

Symposium on International Counter-Terrorism Cooperation

36. The Secretary-General's Symposium on International Counter-Terrorism Cooperation is being organized by the United Nations Counter-Terrorism Implementation Task Force Office (CTITF) in partnership with the Executive Office of the Secretary-General and the constituent CTITF entities on Monday, 19 September 2011 at the United Nations Headquarters in New York.

Background

37. In September 2006, the United Nations General Assembly adopted the United Nations Global Counter-Terrorism Strategy (A/RES/60/288). Steadily, the Strategy has become an important strategic element of national and regional counter-terrorism efforts. It is based on four thematic pillars: (i) measures to address conditions conducive to the spread of terrorism; (ii) measures to combat terrorism; (iii) measures to build States' capacity to prevent and combat terrorism and to strengthen the role of the UN system in this regard; and (iv) measures to ensure respect for human rights for all and the rule of law as the fundamental basis of the fight against terrorism. The consensus adoption of the Strategy was a milestone in the multilateral counter-terrorism domain that laid the foundations for a comprehensive and integrated response to terrorism at the national, regional and international levels.

38. Subsequent General Assembly review resolutions (A/RES/62/272 and A/RES/64/297) have reaffirmed the Global Strategy and called for greater focus on its practical implementation, which is a responsibility that primarily rests with Member States. The General Assembly has also institutionalized the Counter-Terrorism Implementation Task Force (CTITF), giving the CTITF Office the capacity to support Member States' efforts to implement the Strategy.

39. The CTITF presently consists of 31 United Nations funds, departments, agencies and other relevant international organizations. It serves as a platform for coordination and coherence of multilateral counter-terrorism efforts; UN system-wide projects requiring engagement of more than one entity; and projects under the Counter-Terrorism Strategy umbrella not covered by other UN entities.

The Symposium

40. In the General Assembly's first review resolution of the Global Strategy (A/RES/62/272), Member States reaffirmed "the need to enhance international cooperation in countering terrorism, and in this regard (recalled) the role of the United Nations system in promoting international cooperation and capacity-building as one of the elements of the Strategy." In the second review resolution (A/RES/64/297), Member States again reaffirmed "the need for enhanced dialogue among the counter-terrorism officials of Member States to promote international, regional and subregional cooperation", and in that regard recalled the role of the United Nations system, in particular CTITF, in promoting international cooperation and capacity-building as elements of the Strategy. The Secretary-General's Symposium seeks to underscore the importance of these resolutions and provide

added impetus to greater international cooperation between States on the entire range of counter-terrorism topics, as covered in the Global Strategy.

The Format

41. The Symposium will be comprised of six sessions: an opening session; four thematic plenary sessions; and a closing session. The opening session, which will include a keynote address of UN Secretary-General Mr. Ban Ki-Moon, is titled "International counter-terrorism cooperation over the last decade and the role of the United Nations Global Counter-Terrorism Strategy." It will cover the significant achievements made during the last decade in the multilateral counter-terrorism context.

42. The thematic sessions will cover (1) promoting dialogue, understanding and countering the appeal of terrorism; (2) strengthening law enforcement, and capacity building efforts; (3) role of regional organizations in counter- errorism cooperation; and (4) promoting human rights and the rule of law while countering terrorism. Each thematic segment, led by a session chairperson, will include 5-6 minute statements from invited eminent speakers, followed by an interactive exercise in order to provide Member States with an opportunity to share their views. The thematic segments generally follow the topics covered under the four pillars of the Strategy with particular attention to "cooperation" in countering the appeal of terrorism; law enforcement; capacity building; the role of regional organizations; and the rule of law.

43. During the lunch break there will be a media roundtable side event, which will highlight the Global Strategy and the UN's role in international counter-terrorism efforts. The closing session will present a Chairman's Summary of the key findings from the Symposium and eminent speakers' statements on the way forward in the implementation of the Global Strategy. The Chairman's Summary will also serve in providing recommendations to promote and strengthen international counter-terrorism cooperation through multilateral mechanisms and to further the implementation of the Global Strategy at the regional and national levels.

44. Additional inquiries about this event can be directed to the Counter-Terrorism Implementation Task Force Office (CTITF), Mr. Kasper Ege, Telephone: 917-367-5742, E-mail: ege@un.org

High-level Meeting on Nutrition

45. The high-level meeting on Nutrition will take place on 20 September 2011 from 11:00 - 13:00 in Conference Room 2 of the North Lawn Building. This meeting will mark the one-year anniversary of the launch of the Scaling Up Nutrition (SUN) movement, which advocates the provision of specific nutrition interventions to those most at risk as well as enhancing nutrition sensitivity within various sectors. Since its launch, government leaders of 18 countries facing high burdens of under-nutrition having declared their intention to scale up nutrition and to be part of the movement. Over 100 agencies from donor groups, the United Nations, civil society, the private sector and research institutions have endorsed the SUN Framework and are now working to translate the SUN Roadmap into action.

46. During this High-level meeting, Heads of State, and leaders from the UN, private sector, and civil society will discuss progress thus far with the SUN movement, future commitments for enhancing its growth and the link between under-nutrition and the prevention of non-communicable diseases.

47. The Secretary-General will provide remarks at the meeting, and complete list of speakers will be made available prior to the event. Topics that will be discussed include the consequences of early under-nutrition, progress made by countries in addressing nutrition problems, and capacities of the UN System, civil society and the private sector for enhancing nutrition work in the future.

48. Additional inquiries about this event can be directed to the High Level Task Force on the Global Food Security Crisis (HLTF) Coordination Team (Ms. Michelle Barrett -- telephone 1-212-906-6182, fax 1 212 906 6473, michelle.barrett@undp.org and Mr. Matthew Cousins – telephone +41 22 917 6019, matthew.cousins@undp.org).

High-level Meeting on Nuclear Safety and Security

49. The high-level meeting will take place on 22 September 2011, and will be held according to the following schedule:

8-8.45 a.m. Opening plenary meeting (GA Hall)

9-12.00 a.m. Two parallel interactive ministerial sessions, both of which will address "Strengthening Nuclear Safety and Nuclear Disaster Risk Preparedness". (CR 2 & CR 4 (NLB))

12.15-13.00 Closing plenary meeting (GA Hall)

50. The opening plenary meeting will be held in the General Assembly Hall. The opening plenary meeting will be chaired by the Secretary-General and the provisional list of invited speakers includes the Heads of States or Government of Brazil, France, Japan, Kazakhstan, Republic of Korea, Russian Federation, Ukraine and United States as well as the Director General of the International Atomic Energy Agency.

51. The two parallel interactive ministerial sessions will be held in Conference Rooms 2 and 4 (North Lawn Building) and will be co-chaired by Member States as designated by the Secretary-General. The sessions will each address the theme "Strengthening nuclear safety and nuclear disaster risk preparedness" and will each include three to four lead discussants as designated by the Secretary-General.

To ensure balance in the number of participants, Member States have been divided alphabetically with A-L, including the Holy See, in its capacity as observer, assigned to Conference Room 2. Member States M-Z, including Palestine, in its capacity as observer, are assigned to Conference Room 4.

The Intergovernmental organizations, other entities having received a standing invitation to participate as observers in the sessions and the work of the General Assembly and maintaining permanent offices at Headquarters as well as specialized agencies and related organizations maintaining liaison offices at headquarters,

including the Preparatory Commission for the Comprehensive Nuclear-Test-Ban Treaty Organization, are assigned to a meeting room, as follows:

Session 1, Conference Room 2

Intergovernmental Organizations: African Union, Asian-African Legal Consultative Organization, Caribbean Community (CARICOM), Central American Integration System, Commonwealth, Cooperation Council for the Arab States of the Gulf, European Union, International Criminal Court, International Criminal Police Organization (INTERPOL), International Development Law Organization.

Specialized Agencies and Related Organizations: International Labour Organization, Food and Agriculture Organization of the United Nations, United Nations Educational, Scientific and Cultural Organization, World Health Organization, World Bank, International Monetary Fund, International Telecommunication Union.

Other entities: International Committee of the Red Cross, International Federation of Red Cross and Red Crescent Societies, International Olympic Committee.

Session 2, Conference Room 4

Intergovernmental Organizations: International Institute for Democracy and Electoral Assistance, International Organization for Migration, International Organization of la Francophonie, International Seabed Authority, International Tribunal for the Law of the Sea, International Union for Conservation of Nature, League of Arab States, Organization of the Islamic Conference, Partners in Population and Development, University for Peace.

Specialized Agencies and Related Organizations: World Meteorological Organization, World Intellectual Property Organization, International Fund for Agricultural Development, United Nations Industrial Development Organization, World Tourism Organization, International Atomic Energy Agency, Preparatory Commission for the Comprehensive Nuclear-Test-Ban Treaty Organization.

Other entities: Inter-Parliamentary Union, Sovereign Military Order of Malta.

52. At the closing plenary meeting, the Secretary-General will present a summary of the discussions during the high-level meeting, including summaries of the discussions during the interactive ministerial sessions to be transmitted to the closing plenary, and will transmit the summary, under his authority, to the sixty-sixth session of the General Assembly for its consideration. The closing plenary will be held in Conference Room 2 (North Lawn Building).

53. The list of speakers for the interactive sessions will be made available prior to the meeting. Participants wishing to inscribe their names on the list of speakers are invited to contact the Disarmament and Peace Affairs Branch (Ms. Ruby Kulanusorstit, Room IN-0613B, telephone 212-963-5592; fax 212-963-5305, e-mail: kulanusorstit@un.org for delegations A to L and session 1, and Mr. Dino Del-Vasto, Room IN-0608E, telephone 212 963 0388, fax 212 963 5305, e-mail: del-vasto@un.org for delegations from M to Z and session 2). In order to accommodate

as many speakers as possible and taking into account time constraints, interventions should not exceed four minutes.

54. Because of enhanced security measures during the general debate of the sixty-sixth session of the General Assembly, from 20 to 30 September, and in view of the limited capacity of Conference Rooms 2 and 4, members of non-governmental organizations will be permitted access to the overflow room only, Conference Room 5. Their access will be honoured on the basis of the availability of seats in the overflow room and upon verification of valid United Nations passes and appropriate access cards issued for the High-level Meeting. Eligible representatives of non-governmental organizations wishing to attend the meeting should inform **Ms. Soo-Hyun Kim**, telephone 917 367 3596, email: kim12@un.org.

"Every Woman, Every Child"

55. Following the launch of the *Every Woman, Every Child* effort in September 2010, the UN Secretary-General will host, on the margins of the General Assembly, a high-level special event to further the remarkable momentum of the Global Strategy for Women's and Children's Health one year on. The event will take place on 20 September 2011, from 4:00 to 6:00 p.m., in the ECOSOC Chamber.

56. The objectives of the event are:
a) To showcase the implementation of existing commitments and their results on the ground, including game changing innovations;
b) To present the recommendations from the recently published report by the Commission on Information and Accountability and the launch of an independent Expert Review Group that will oversee their implementation across the globe; and
c) To announce new commitments to the Global Strategy for Women's and Children's Health by stakeholders from government, academic, private sector leaders as well as foundations, multilateral and civil society organizations.

57. The event will feature the participation of global leaders from all of the stakeholder groups. It will be divided into three thematic sections that will focus on key interventions and programs that are proving successful in saving women's and children's lives.

58. Additional inquiries about this event can be directed to Ms. Silva Bonacito in the Executive Office of the Secretary-General (telephone 1-917-367-3556, email bonacito@un.org).

The seventh Conference Facilitating the Entry into Force of the Comprehensive Nuclear-Test-Ban Treaty (Friday, 23 September 2011, Conference Room 4 (NLB), 10:00 a.m. – 1:00 p.m. and 3:00 – 6:00 p.m.)

59. Beyond what is described in the introduction above, further details will be decided and published in the document "CTBT-Art.XIV/2011/INF.1", entitled "Information for Participants at the Conference on Facilitating the Entry into Force of the Comprehensive Nuclear-Test-Ban Treaty". This document will be issued in Vienna and once issued it will be made available on ODS.

D. List of delegations

60. A provisional list of delegations to the sixty-sixth session of the General Assembly will be available on the Protocol and Liaison Service website (www.un.int/protocol) at the beginning of the general debate. Missions are requested kindly to submit a comprehensive official delegation list, including functional titles and affiliations of each member, to the Chief of Protocol, room NL-2058 (fax 212 963 1921) as soon as possible. In order to avoid confusion, any changes to the original list should be sent separately, bearing in mind that such changes should not be incorporated into the list previously submitted to the Protocol and Liaison Service. Missions are encouraged to transmit, in MS Word, their comprehensive lists of delegations first electronically to sutliff@un.org, followed by a signed copy to be delivered to the Protocol and Liaison Service. A final comprehensive list of delegations to the sixty-sixth session of the General Assembly will be issued towards the end of December 2011.

61. Each delegation shall consist of not more than five representatives, and five alternate representatives, and as many advisers and experts as may be required (rule 25 of the rules of procedure of the General Assembly). With the exception of Head of State or Government and Vice-President, Crown Prince or Princess and Minister for Foreign Affairs who will be listed as head of delegation during his/her presence at the session, all other heads of delegation shall be counted as one of the five representatives. If the five representatives and five alternate representatives are not specified, as required by the rules of procedure of the General Assembly, the first 10 members of the delegation in the order of their listing will then be considered as representatives and alternate representatives, for the purpose of issuing the lists of delegations. The names of aides de camp, interpreters, physicians, media and security personnel accompanying a Head of State or Government should not be included in the official list of delegation.

E. Protocol accreditation and access arrangements for Member States, Observers, intergovernmental organizations and specialized agencies

Accreditation

62. Accreditation of official delegations and members of the parties of Heads of State or Government, Vice-Presidents and Crown Princes or Princesses will be carried out by the Protocol and Liaison Service. Missions are requested kindly to communicate the names, functional titles and affiliations of all the members of the respective delegations who require passes, together with the SG.6[1] form "Registration of members of delegations to temporary meetings", duly filled out, to the Chief of Protocol, room NL-2058 (fax 212 963 1921). Accreditation of official delegations of observer missions, intergovernmental organizations and specialized agencies will similarly be carried out by the Protocol and Liaison Service, following the same procedure.

63. Once the delegation lists together with the SG.6 forms are received at the Protocol and Liaison Service, they will be reviewed and authorized. To ensure the

[1] SG.6 forms may be downloaded from the following website: http://www.un.int/protocol/formspage.htm.

issuance of United Nations grounds passes in a timely manner, the following measures will be applied:

(a) Applications received in the office of the Protocol and Liaison Service **before the close of business on Friday, 2 September 2011**, will be available for collection starting on Tuesday, 6 September 2011;

(b) Applications received in the office of the Protocol and Liaison Service **after the close of business on Friday, 2 September 2011**, will be available for collection at least 48 hours (two working days) after submission.

Representatives of permanent or observer missions, intergovernmental organizations and specialized agencies are requested to collect and deliver the authorized applications to the delegates who will proceed to the Pass and Identification Unit for processing. If the name and the photograph of a delegate are already in the computer system of the Pass and Identification Unit, his/her pass may be collected by a representative of the permanent or observer mission in the absence of the delegate, upon presentation of the authorized SG.6 form and a valid United Nations grounds pass. Otherwise, delegates who are in need of a photo identification are required to come with their SG.6 forms to the Pass and Identification Unit located on 1st Avenue at 45th Street.

64. Heads of State or Government, Vice-Presidents, Crown Princes or Princesses, and their spouses will be offered VIP passes without photographs. Deputy Prime Ministers, Cabinet Ministers and their spouses will be provided with VIP passes with photographs. In order for a VIP pass to be issued, a written request and two colour passport-size photographs should be submitted in advance to the Protocol and Liaison Service.

65. Delegations may e-mail digital photographs for VIP passes to protocolphoto@un.org, following submission of formal requests to the office of the Protocol and Liaison Service, room NL-2058 (fax 212 963 1921). Colour photographs must be in jpg format. **All e-mail requests must contain in the subject line only the name of Member States or Observers and no other information.** Only individual photographs of VIPs, labelled with their names, should be attached. Requests other than VIP passes will not be entertained via e-mail.

66. A separate list specifying the names and functional titles of the members of the party of the Head of State or Government (aides de camp, interpreters, physicians, etc.), who require access to the United Nations must be submitted together with the SG.6 forms to the Protocol and Liaison Service. Passes for members of security details accompanying VIPs will be issued by the Headquarters Security and Safety Service (telephone 212 963 7531/2). Passes for media personnel will be handled by the Media Accreditation and Liaison Unit (telephone 212 963 6934).

67. Working hours of the accreditation unit (telephone 212 963 7181) in the Protocol and Liaison Service in the days prior to and during the high-level meetings and general debate will be posted at the Protocol and Liaison Service website (www.un.int/protocol) and at the entry of the Protocol office starting on Tuesday, 6 September 2011.

Access to meeting rooms and restricted areas

68. During the high-level meetings and the general debate of the sixty-sixth session of the General Assembly from 19 to 27 September 2011, access to the General Assembly Hall and restricted areas will be based on a regular delegate's pass plus a secondary colour-coded access card. These access cards are transferable strictly among members of a delegation. For that purpose, the Protocol and Liaison Service will proceed as follows:

(a) Every Permanent Mission will be issued six cards of one colour for access to the General Assembly Hall and four cards of a different colour for access to the Delegates' Entrance Lobby. These cards will be valid for the entire period of the high-level meetings and the general debate of the sixty-sixth session of the General Assembly from 19 to 27 September 2011;

(b) Each intergovernmental organization will be issued two colour-coded access cards and each specialized agency will be issued one colour-coded access card for access to the General Assembly Hall; in addition, each intergovernmental organization and specialized agency will receive two cards of a different colour for access to the Delegates' Entrance Lobby;

(c) Access cards will be issued to representatives of Member States, Observers, intergovernmental organizations and specialized agencies participating in the round tables/panel discussions of the high-level meetings for access to conference rooms in the North Lawn Building.

69. Colour-coded access cards for the high-level meetings and the general debate will be ready for collection at the Protocol and Liaison Service (room NL-2063) starting on Friday, 16 September 2011, after 10 a.m.

70. Seats will be reserved in a VIP area for spouses of the Heads of State or Government, Vice-Presidents, Crown Princes or Princesses and Cabinet Ministers participating in the general debate, provided that the Chief of Protocol is notified in advance of their attendance at the session. In addition, depending on availability, a limited number of seats will be reserved for guests of delegations in VIP section A (up to 15 seats), the 3rd floor gallery and the 4th floor balcony of the General Assembly Hall. The seats in VIP section A will be allocated only for the duration of the address of the head of delegation at the plenary meeting. Access to these areas at the General Assembly Hall will require a special courtesy ticket distributed by the Protocol and Liaison Service. To reserve seats in the VIP area for spouses and guests of delegation, as well as tickets for the gallery and balcony in the General Assembly Hall, a written request specifying the names and titles of all attendees (including the spouse of the dignitary speaking), must be delivered to the Chief of Protocol in room NL-2058 or faxed to 212 963 1921 **at least one week in advance of the address**. The special courtesy tickets will be available for collection one day prior to the address of the head of delegation. Ticket holders to these areas who are not in possession of a United Nations grounds pass must be escorted by a representative of the mission bearing a valid United Nations grounds pass and enter the United Nations via the Visitors Entrance.

71. All documents, forms and information material on the sixty-sixth session of the General Assembly issued by the Protocol and Liaison Service may be accessed at the Protocol and Liaison Service website at www.un.int/protocol.

F. State luncheon

72. On Wednesday, 21 September 2011, the day of the opening of the general debate, the Secretary-General will host a luncheon (without spouses) in honour of Heads of State and Government, Vice-Presidents and Crown Princes or Princesses participating in the sixty-sixth session of the General Assembly. Heads of delegations at a level other than Head of State or Government will also be invited. The luncheon will be held at 1.15 p.m. in the Visitors Lobby of the General Assembly Building.

G. Programme for spouses

73. On Wednesday, 21 September 2011, Mrs. BAN Soon-taek will host a social event in honour of the spouses of Heads of State and Government, Vice-Presidents and Crown Princes or Princesses participating in the sixty-sixth session of the General Assembly. Details regarding the programme will be communicated to the permanent missions at a later stage.

H. Security arrangements

General considerations

74. The Headquarters complex will be closed to the public from 4 p.m. on Sunday, 18 September 2011, until the close of business on Friday, 30 September 2011. Access to the United Nations complex during the high-level meetings will be restricted to delegates and their staff; staff members of the United Nations Secretariat, funds and programmes and agencies; accredited media; and affiliates who are wearing a United Nations grounds pass.

75. For all government delegations (Member States or Observers), grounds passes will be issued at the Pass and Identification Unit (1st Avenue at 45th Street). For grounds passes regarding national security officers accompanying the Head of State or Government, contact Captain William Ball, Security and Safety Service (telephone 212 963 7531). See annex II for a sample grounds pass request for security staff.

76. Any questions should be directed to the Chief of the Headquarters Security and Safety Service, Mr. David J. Bongi, by contacting the Security Event Planning Unit, Captain Mark Hoffman (telephone 212 963 7028), or to the Inspector in charge of Operations, Inspector Matthew Sullivan (telephone 212 963 4601).

77. Kindly note that access to the United Nations will be denied to anyone who is not in the above-listed categories and who is not wearing a valid grounds pass. To avoid last-minute difficulties, all Governments are requested to ensure the proper accreditation of their delegations.

Access to the United Nations Headquarters complex

78. The opening times of the pedestrian entrances are as follows:

42nd Street and 1st Avenue: 7 a.m. to close of business

46th Street and 1st Avenue: 6 a.m. to close of business

47th Street and 1st Avenue: 7 a.m. to close of business

79. Please be aware that all packages brought into the premises by all categories of persons, including delegates and staff, will be subject to security inspection.

80. Prior arrangements are required for press and affiliates during after hours access to the premises through notification to the Security Control Centre at extension 3-6666.

81. Given that the 42nd Street and 1st Avenue entrance will not be open until 7 a.m., access to the South Annex and the Library Building prior to 7 a.m. will be gained by using the 46th Street Visitors Entrance then proceeding to the screening tent. Following the screening process, pedestrians will continue to the north garden promenade and proceed to the South Annex by the way of the East River walkway.

Access through the Delegates Entrance

82. During the sixty-sixth session, the pedestrian gate at 45th Street and 1st Avenue will be closed to pedestrians. Therefore, the entrance at the south side of 46th Street and 1st Avenue will be reserved for the use of high-level VIPs, delegations bearing Protocol access cards and senior United Nations staff bearing gold-coloured building passes to access the Delegates Entrance.

Access to the North Lawn Building

83. During the sixty-sixth session, the pedestrian entrance at 47th Street and 1st Avenue will be utilized by VIPs, Permanent Representatives to the United Nations and senior United Nations staff bearing gold-coloured building passes.

84. Please note that all delegates in possession of a valid United Nations grounds pass (with photo) will be allowed access to the North Lawn Building after the standard screening procedure at that designated entry point.

Security and Safety Service, pass and identification offices — UNITAR Building and public plaza

85. In preparation for the sixty-sixth session of the General Assembly, the Pass and Identification Unit, located in room U-100, UNITAR Building, on 1st Avenue at 45th Street, will be open to staff members and members of delegations. Representatives of non-governmental organizations and members of the media will be assisted with accreditation at the screening and accreditation centre in a tent located on the public plaza. The days and hours of operation of these two pass and identification facilities will be as follows:

Date	*Hours of operation*
Saturday and Sunday, 10 and 11 September	10 a.m. to 6 p.m.
Monday, 12 September	9 am to 6 p.m.
Tuesday, 13 September	9 a.m. to 6 p.m.
Wednesday, 14 September	9 a.m. to 6 p.m.

Date	*Hours of operation*
Thursday, 15 September	9 a.m. to 6 p.m.
Friday, 16 September	9 a.m. to 6 p.m.
Saturday, 17 September	10 a.m. to 8 p.m.
Sunday, 18 September	10 a.m. to 8 p.m.
Monday, 19 September	7 a.m. to 7 p.m.
Tuesday, 20 September	7 a.m. to 7 p.m.
Wednesday, 21 September	7 a.m. to 7 p.m.
Thursday, 22 September	7 a.m. to 7 p.m.
Friday, 23 September	7 a.m. to 7 p.m.
Saturday, 24 September	8 a.m. to 5 p.m.
Sunday, 25 September	Closed
Monday, 26 September	9 a.m. to 5 p.m.
Tuesday, 27 September	9 a.m. to 5 p.m.
Wednesday, 28 September	9 a.m. to 5 p.m.
Thursday, 29 September	9 a.m. to 4 p.m.
Friday, 30 September	9 a.m. to 4 p.m.
Saturday, 1 October	Closed
Sunday, 2 October	Closed

Beginning Friday, 30 September 2011, all pass and identification operations will return to the Pass and Identification Unit, room U-100, UNITAR Building, on 1st Avenue at 45th Street, and the hours of operation will be from 9 a.m. to 4 p.m.

Access for members of the information media

86. Members of the media (both resident correspondents with equipment and non-resident correspondents with or without equipment) who wish to enter the General Assembly Building and the North Lawn Building must use the 46th Street media entrance with a grounds pass or proper documentation for accreditation. Access to the media tent will be gained by using the ramp for disabled persons on the left side of the Visitors Entrance. Following the screening process, those personnel who need media accreditation are required to proceed to the media accreditation tent. Those media personnel who wish to proceed to the 3rd floor media liaison desk in the General Assembly Building will be required to use the ramp located on the east side of the General Assembly Building and the staircase within the neck area to the 3rd floor. Those media personnel who wish to proceed to the Media Centre (Conference Room 1, North Lawn Building), following the

screening process will proceed from the tent area through the plaza and use the metal staircase down to the ground floor and through the south side doors to the back entrance of Conference Room 1. Video crews accompanying resident and non-resident correspondents, as well as all types of temporary correspondents, will use only the 46th Street entrance, where they and their equipment will be subject to security screening.

87. Members of the media have to be escorted by the Media Accreditation and Liaison Unit at all times in the restricted areas as well as in the North Lawn Building.

Access to restricted areas

88. In accordance with established procedures, please note that the 2nd floor of the General Assembly Building is reserved for members of delegations and staff conducting official business. In all cases, valid United Nations building passes will be required. Please, further note that due to the space constraints on the second floor of the General Assembly Building, members of the delegations are kindly requested not to congregate in that location. An area will be designated as the preferred place for such activities. Members of non-governmental organizations will have no access to the restricted areas, and their access to meetings at Headquarters will be honoured upon verification of valid United Nations building passes and appropriate tickets issued for the day's meetings.

Admission of non-United Nations persons

89. For the period of the general debate and the high-level meetings, the information and reception desk in the General Assembly Building lobby will be relocated to the UNITAR Building, on 1st Avenue at 45th Street, 45th Street entrance. It will be the responsibility of each staff member to meet his or her guests at the information desk and to accompany them at all times. No guests will be permitted to enter restricted areas.

Guided tours

90. Regular guided tours will be suspended from 4 p.m. on Sunday, 18 September, until the close of business on Friday, 30 September. On Saturday, 1 October, at 9 a.m., guided tours will resume and the building will reopen to the public.

Motorcade drop-off

91. Escorted motorcades will be able to enter the United Nations premises at the 43rd Street and 1st Avenue vehicular entrance and drop off their passengers at the Delegates Entrance then exit through the 45th Street and 1st Avenue gate. All escorted motorcades will be coordinated by the host country and the Headquarters Security and Safety Service.

92. Unescorted vehicles will be allowed to drop off passengers at the 46th Street and 1st Avenue checkpoint upon the presentation of a valid grounds pass as well as an authorized United Nations decal.

Parking

93. Vehicles other than those belonging to the heads of delegation of the permanent or observer missions to the United Nations will be required to enter the garage via the 48th Street entrance and leave only through the 42nd Street exit from Monday to Friday. The 48th Street and 42nd Street entrances will be operational 24 hours. Traffic lanes on the service road and roadways in the garage must be kept free of stationary vehicles at all times.

94. All vehicles entering the garage will be subject to search. It is highly recommended to limit the contents inside the vehicles in order to expedite security clearance.

I. Dining room, other catering facilities and commercial operations

95. The hours of normal operation for the Delegates Dining Room are 11.30 a.m. to 2.30 p.m. From Monday, 19 September, until Friday, 30 September 2011, reservations for private dinners or receptions will be accepted only from permanent and observer missions and from United Nations bodies. It should also be noted that during the period from Monday, 19 September, until Friday, 30 September 2011, no guest(s) will be allowed entry to the United Nations premises for any function without proper accreditation. Additionally, owing to the integration of the Delegates Dining Room within the main Cafeteria area (1st floor, South Annex), from 19 September to 30 September 2011 events involving high-level dignitaries may necessitate the implementation of security measures resulting in periodic closures of the Cafeteria and the surrounding areas during the movements of the VIPs.

96. The hours of operation of the various facilities during the sixty-sixth session of the General Assembly will be as follows:

Main Cafeteria (South Annex, 1st floor)	
Monday-Friday	8 a.m. - 6 p.m.
Saturday (24 September)	8 a.m. - 4 p.m.
Vendery (General Assembly Building, 3rd floor)	
Seven days a week	
Delegates Lounge (North Lawn Building, 2nd floor)	
Monday-Friday	4 p.m.-8 p.m.
Delegates Dining Room (South Annex, 1st floor)	
Monday-Friday	11.30 a.m.-2.30 p.m.
Café Austria (North Lawn Building, 2nd floor)	
Monday-Friday	8 a.m. - 6 p.m.
Saturday (24 September)	8 a.m. - 4 p.m.

DC-1 Cafeteria (3rd floor)	
Monday-Friday	8 a.m.–6 p.m.
UNICEF Cafeteria (UNICEF House, 1st floor)	
Monday-Friday	8 a.m.–4.30 p.m.
Visitors Coffee Shop (General Assembly Building, 1st basement)	
Periodical	8.45 a.m.–4.45 p.m.
Gift shop (General Assembly Building, 1st basement)	
Seven days a week	9 a.m.–5.30 p.m.
United Nations Postal Administration stamp counter (General Assembly Building, 1st basement)	
Seven days a week	9 a.m.–5.30 p.m.
Bookshop (General Assembly Building, 1st basement)	
Seven days a week	9 a.m.–5.30 p.m.

J. Arrangements for bilateral meetings

Facilities

97. For bilateral meetings, a limited number of temporary booths, with a maximum capacity of eight participants, will be available in the new North Lawn Building and on the 2nd, 3rd and 4th floor balconies of the General Assembly Building.

Reservation system

98. An electronic reservation system will be activated through e-Meets 2.0 (icms.un.org) on 31 August 2011 in order to provide equitable and efficient use of the facilities. Delegations are requested to submit requests electronically through eMeets by accessing *icms.un.org*, click onto *bilateral requests*, and login with the username and password of the Permanent Mission. To prevent double bookings, only the delegation initiating the bilateral meeting(s) should submit the request. This electronic request should specify the date and time and the name of the other delegation participating in the bilateral meeting. Reservations will be accepted for 20-minute durations.

99. An electronic receipt for each request will be sent after its submission. Information on actual room assignments will be provided one day prior to the meeting. Depending on the programme, every effort will be made to keep a delegation's consecutive appointments in the same room. Late requests will be accepted until 6 p.m. the day prior to the meeting and every effort will be made to assign a booth based on availability of space at that time.

K. 2011 treaty event

100. It is recalled that the Secretary-General, in a letter dated 29 April 2011, invited Heads of State or Government to consider signing and ratifying or acceding to multilateral treaties deposited with him during the General Debate of the sixty-sixth session of the General Assembly. He offered to provide special facilities, including media coverage, for that purpose.

101. The treaty event will be held from 20 to 22 and on 26 and 27 September 2011 in the Treaty Signing area in the General Assembly Building (neck area on the second floor). Appointments for signature, ratification or accession should be arranged well in advance with the Treaty Section (telephone 212 963 5047). Those countries intending to ratify and/or accede to a convention or treaty must submit copies of their instruments to the Treaty Section for review by 6 September 2011. Those countries intending to sign a convention or treaty must submit copies of their full powers to the Treaty Section for review by 6 September 2011. It is noted that Heads of State or Government and Ministers for Foreign Affairs do not require full powers to sign. Copies of instruments and full powers may be faxed to the Treaty Section at 212 963 3693.

102. Information relating to the treaty event, including the letter of invitation from the Secretary-General, the annual publication on treaties entitled *Towards Universal Participation and Implementation*, a list of all multilateral treaties deposited with the Secretary-General and procedural information can be obtained from the United Nations Treaty Collection website at http://treaties.un.org.

103. In addition to the Head of State or Government or Foreign Minister, two individuals per delegation will be permitted at the event. It is noted that it is the responsibility of the delegation to escort the representative who will be undertaking the relevant treaty action to the venue five minutes prior to the scheduled appointment. A Protocol Officer will greet and escort dignitaries (Head of State or Government/Vice-President/Crown Prince or Princess) from the escalators in the main hall.

104. It is further noted that, in order to have access to the premises during the 2011 treaty event, national media must have previously obtained proper media accreditation from the Media Accreditation and Liaison Unit.

105. Each delegation should designate an individual as a contact person for the purposes of this event.

L. Media arrangements and services

106. Media representatives with a valid United Nations grounds pass will be allowed to cover the general debate and other High-level Meetings without additional accreditation.

107. All others who do not have a valid pass **must apply for accreditation by Thursday, 9 September 2011**, by submitting a signed letter of assignment from the Bureau Chief or Editor-in-Chief addressed to the Media Accreditation and Liaison Unit (MALU) and faxed to 212-963-4642 or emailed to malu@un.org. They must also fill out an online media registration form, which is available at

www.un.org/en/media/accreditation/form. Two pieces of photo identification (such as passport, driver's licence or state ID) are also required when passes are picked up.

108. All members of the media accompanying Heads of State/Government or heads of delegation can obtain an accreditation by having the Permanent Mission concerned submit a letter listing the names of the media representatives with their functional titles and affiliation, either by fax: 212-963-4642 or email: malu@un.org to MALU.

109. Members of the media accompanying Heads of State/Government or heads of delegation must come in person to the Media Accreditation Office/tent, where they will have their photographs taken and be issued a United Nations grounds pass upon presentation of national passports and valid photo identification.

Updates on media arrangements will be available at www.un.org/en/media/accreditation/events.

Location and work hours of the Media Accreditation Office

110. The Media Accreditation Office is situated in Room 100 of the UNITAR Building, 801 1st Avenue (located on the north-west corner of 45th Street and 1st Avenue).

111. From 15 to 29 September 2011, the Media Accreditation Office will be located in a Tent on the UN Plaza, just outside of the Visitors' Lobby.

112. The hours for media accreditation will be as follows (**Please note that the Pass and ID office might have different hours of operation for delegations**):

Saturday and Sunday, 10 & 11 September	CLOSED
Monday, 12 to Friday 16 September	9 a.m. to 6 p.m.
Saturday and Sunday 17 & 18 September	10 a.m. to 8 p.m.
Monday, 19 September	7 a.m. to 7 p.m.
Tuesday, 20 September	7 a.m. to 7 p.m.
Wednesday, 21 September	7 a.m. to 7 p.m.
Thursday, 22 September	7 a.m. to 7 p.m.
Friday, 23 September	8 a.m. to 6 p.m.
Saturday, 24 September	9 a.m. to 5 p.m.
Sunday, 25 September	CLOSED
Monday, 26 September	9 a.m. to 4 p.m.
Tuesday, 27 September	9 a.m. to 4 p.m.
Wednesday, 28 September	9 a.m. to 4 p.m.

113. As of Thursday, 29 September, all pass and ID operations will resume at the Main Pass & ID Office, located on the corner of 45th Street & 1st Avenue, Monday to Friday, from 9am to 4pm.

114. All media representatives must clearly display their United Nations grounds pass at all times.

Entry and screening procedures

115. All media representatives will be required to present a valid United Nations grounds pass to the United Nations security officers at the gate. The designated press entrance is at 46th Street and 1st Avenue.

116. Media are advised to arrive early to allow sufficient time for screening. Last-minute arrivals will encounter delays and may be further delayed should, 1st Avenue be closed for motorcades.

Media centre and other facilities

117. The United Nations will establish a Media Centre for local and visiting media in Conference Room 1 located in the North Lawn Building which will provide the following technical services:

- Video projection showing quad split screen of the four United Nations Television programme outputs in the centre of the room.
- Audio distribution of United Nations Television programmes over room sound system for listening.
- Video and audio distribution for external recording.
- Wi-fi Internet service;
- Distribution of documents, statements and press releases.

*** Media Representatives are kindly requested to bring their own headphones to listen to the proceedings; no headphone will be available on site**

118. A Media Liaison Desk will have representatives of MALU and the Office of the Spokesperson for the Secretary-General in the Media Centre to assist media representatives.

United Nations audio-visual materials

119. Photographs in digital format (jpg) will be available for download free of charge on the United Nations photo website (http://www.un.org/av/photo). Photo enquiries and requests should be addressed to the United Nations Photo Library, room IN-506B (telephone 212 963 6927, 212 963 0034; fax 212 963 1658; e-mail: photolibr@un.org).

120. Delegations may request one NTSC DVD of each statement free of charge. Digital files formats such as MPEG2, MPEG4 (H.264) are also available on demand and can be downloaded online. Additional copies of NTSC DVD, NTSC Betacam SP, back orders or any other special requests are subject to charge. Tapes that have been ordered in advance will generally be available on the day the statement is made. Tapes ordered afterwards will be available as soon as possible. All requests are serviced in the order in which it is received. To request a videotape of a statement, contact: United Nations Video Library (telephone 212 963 1561, 212 963 0656; fax 212 963 4501; e-mail: video-library@un.org).

121. B-roll video material on Betacam NTSC is available on selected topics, such as historical footage of the United Nations, the Millennium Development Goals and other thematic compilations.

122. Live television feeds will be available through commercial carriers. For information, contact United Nations Television (telephone 212 963 7650; fax 212 963 3860).

123. Only pool television production services will be available from United Nations Television. Broadcasters interested in accessing United Nations Television's live coverage of the High-level Plenary Meeting and the general debate should contact James Ludlam at 212 963 7650. Those wishing to book a television studio should call 212 963 9399 or 212 963 7650. A detailed schedule of live and hand-held camera coverage will be e-mailed to broadcast clients in advance of the High-level Plenary Meeting.

124. Audio files of speeches in digital format (mp3) will be available for download free of charge on the United Nations Audio Library website (http://www.unmultimedia.org/radio/library/). Audio enquiries and requests should be addressed to the United Nations Audio Library (telephone 212 963 9513, 212 963 9272, 212 963 9269; email: audio-library@un.org).

125. Statements are normally available in the original language in which they were delivered. Special requests for a recording of the interpretation in one of the six official languages should be made in advance and are subject to the limitations of recording facilities.

126. Limited radio studio facilities will be provided to delegates and accredited journalists, when available. For radio studio availability, contact United Nations Radio by e-mail (chia-rubin@un.org, martinich@un.org).

Internet

127. The United Nations website through a dedicated portal web page (http://www.un.org/ga) will provide coverage of the General Assembly meetings, conferences, press briefings and events in the six official languages, including background information, press releases, news stories, documents, photographs and access to radio programmes, webcast videos and statements. To ensure timely posting of the statements on the United Nations website, the texts should be sent to dpigaweb@un.org. The dedicated website for all the High-level Plenary Meetings is http://www.un.org/en/ga/66/hlm/.

128. The United Meetings Coverage Section through its portal web page (www.un.org/en/unpress or www.un.org/fr/unpress) will provide full coverage of the General Assembly plenary and High-level meetings, as well as round-tables and press conferences in both English and French. Sample copies of press releases will also be available in relevant conference rooms.

129. The United Nations News Centre, at www.un.org/news, will serve as a main portal for United Nations news, and will be continuously updated. It will provide a wide array of links to related source materials, including press releases, selected reports and statements of the Secretary-General as well as those of the President of the General Assembly and its High-level Plenary Meetings. **UN News Centre readers can also follow stories on**

Facebook and Twitter, and subscribe to a free e-mail news alert service that will bring stories on the latest United Nations developments straight to their mailboxes or desktops.

130. The United Nations Webcast service (www.un.org/webcast) will provide daily live and on-demand broadcasting over the Internet of the General Assembly open meetings, press conferences and briefings and events. The meetings will be covered live in English and the original language of the speaker (floor). The archived webcast video will be made available on the Webcast website as well as on the General Assembly Website, together with the text of statements. In order to facilitate timely availability of statements on the website, delegations should send them via e-mail to dpigaweb@un.org. Queries about webcast and on-demand videos should be directed to the United Nations Webcast (telephone 212 963 6733). Queries about the availability of statements on the General Assembly website should be directed to the United Nations Web Services Section (telephone 212 963 5148).

Pool coverage

131. Some of the visual media coverage might be done by selected media pools due to logistics and space considerations. The pools are reserved exclusively for United Nations Television, United Nations photographers, international wire services and photo agencies. In the case of print media, the United Nations Correspondents Association (UNCA) might be asked to provide one or several representatives.

132. The official media accompanying a Head of State/Government or head of delegation, including the official photographer, will not be permitted to participate in these pools. Media accompanying Heads of State or Government will be able to cover the activities of their delegation if the event is open to the press.

133. Official photographers and television crews will have an opportunity to cover the statement of their Head of State/Government or head of delegation on a rotating basis from the press booths surrounding the General Assembly Hall. Owing to space limitations, they may not remain in the booth to cover other speeches. A limited number of still photographers, escorted by media liaison staff, will also be allowed to take photographs from the bridge at the back of the General Assembly Hall during statements. These operations will be coordinated by the liaison officers accompanying the media.

Tickets to the press gallery in the General Assembly Hall

134. There are a limited number of tickets available for the press gallery of the General Assembly Hall. The Media Liaison Desk on the third floor will distribute tickets on a first-come first-served basis 30 minutes before the meeting.

Briefings and press conferences

135. Daily briefings for the media will be held at noon as appropriate, by the Spokesperson for the Secretary-General and the Spokesperson for the President of the General Assembly in the Dag Hammarskjold Library Auditorium. Press conferences by senior United Nations officials, delegations and Permanent Missions of Member States will take place in the same room unless otherwise indicated. The list of press conferences will be announced daily by the Office of the Spokesperson for the Secretary-General and will be posted at www.un.org/news/ossg/conf.htm. It

will also be available on the website of the Media Accreditation and Liaison Unit at www.un.org/en/media/accreditation/alert and on Twitter@UNmedialiaison.

136. Delegations can book press conferences by calling the Office of the Spokesperson for the Secretary-General. Telephone: 212-963-7707, 212-963-7160 or 212-963-7161.

137. Briefings and press conferences are **only** open to members of the media.

Coverage of bilateral meetings

138. Photo opportunities might be available for bilateral meetings. Media representatives interested in covering them will need to contact the relevant delegations in order to get permission to attend the photo-op.

M. Medical services

139. The United Nations Medical Service operates a walk-in clinic from 9 a.m. to 5 p.m. The clinic is located in the Innovation Luggage Building, 300 East 42nd Street, entrance on 2nd Avenue between 41st and 42nd Streets, 7th floor, room IN-703 (telephone 212 963 7090). In addition, a satellite clinic will be open Monday to Friday, 9 a.m. to 11.30 p.m., and Saturday, 11 a.m. to 7 p.m. in the North Lawn Building, room NL-1022. The clinic will be closed on Sunday. During the High-level Plenary Meeting, a first-aid station/satellite of the Service will be set up on the 2nd floor of the General Assembly Building adjacent to the General Assembly Hall.

140. Physicians travelling with Heads of State or Government may contact the Acting Head Nurse if they have special needs or if they need to view the facilities available at the Medical Service.

Acting Head Nurse: Ms Susan Hufnagel (telephone 212 963 9009) and Ms. Linda Yin (telephone 917 367 3657).

N. Host country liaison

141. All enquiries concerning host country matters should be directed to Russell F. Graham at the United States Mission to the United Nations during regular business hours (telephone 212 415 4330; after hours 212 415 4444).

O. Additional information and briefing sessions

142. Additional information will be issued if the need arises to update and expand the information contained herein. In addition, question-and-answer sessions for interested delegations may be arranged in the weeks leading up to the High-level Meetings.

143. In the lead-up to the High-level Plenary Meetings, the following documents will be issued:

- Note verbale from Protocol on protocol/accreditation arrangements.

- Press kit for the sixty-sixth session of the General Assembly.
- Delegates Handbook.
- Information circular to media.

P. Focal points for arrangements related to the High-level Meetings

General Assembly Affairs	Ion Botnaru Telephone 212 963 0725
	Saijin Zhang Telephone 212 963 2336
Conference Services	Mildred Fernandes Telephone 212 963 8114
	Rukshan Perera Telephone 212 963 7351
Bilateral meetings coordination	Reservations: icms.un.org E-mail: bilats-msu@un.org
	Emma Pioche Telephone 212 963 2952
Logistics coordination	Sahar Wanly Telephone 212 963 9364
Protocol	Desmond Parker Telephone 212 963 7179/7175 Fax 212 963 1921
Delegation accreditation and access	Wai Tak Chua Telephone 212 963 7181 Fax 212 963 1921
Security	Deputy Chief Michael Browne Telephone 917 367 9211 E-mail: browne2@un.org
	Captain Mark Hoffman (Security Event Planning Unit) Telephone 212 963 7028 Fax 917 367 7032 E-mail: hoffmanm@un.org
Media	Collinet Finjap Njinga (Meetings Coverage) Telephone 212 963 5850 Fax 212 963 2591
	Isabelle Broyer (Accreditation) Telephone 212 963 6934 Fax 212 963 4642
	David Woodie (Broadcast and UNTV)

	Telephone 212 963 9399
	Jamille McCord (Press Conferences) Telephone 212 963 7707 E-mail: mccord@un.orgFacilities Management Service Andrew Nye Telephone 212 963 7453
Broadcast and Conference Support Section	Patrick Morrison Telephone 212 963 0407
Interpretation services	Hossam Fahr Telephone 212 963 8235
Capital Master Plan	Peter Smith Telephone 917 367 5853
	Werner Schmidt Telephone 917 367 5420

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Annex I

Request for accreditation of media representatives

HIGH-LEVEL MEETINGS AND SIXTY-SIXTH SESSION OF THE GENERAL ASSEMBLY

UNITED NATIONS

New York, September 2011

PROCEDURES TO APPLY FOR MEDIA ACCREDITATION

Bona fide representatives of media — print, photo, radio, television and film — will be accredited for coverage of the High-level Meeting and sixty-sixth session of the General Assembly of the United Nations to be held in New York, September 2011.

Those not in possession of a valid United Nations grounds pass should submit completed application forms, together with a letter of assignment, on official letterhead from the Editor or Bureau Chief, to:

Media Accreditation and Liaison Unit
Department of Public Information
United Nations
Room L-248C
New York, NY 10017, USA
Fax 1 212 963 4642

No acknowledgement will be sent to you. Applicants may call to confirm that their assignment letter and form have been received. Telephone 1 212 963 7164 or 1 212 963 4642.

Please be advised that applicants should bring with them their letter of assignment, together with two forms of photo identification (passport, national press credentials, driver's licence or work identification) when presenting themselves at the Media Accreditation Office on 801 1st Avenue (room U-100), located at the north-west corner of 1st Avenue and 45th Street. From 15 August to 29 September, the Media Accreditation Office will be located in a Tent on the UN Plaza, just outside of the Visitors' Lobby.

PLEASE NOTE: Application forms can be filled in online prior to printing and will be considered only if accompanied by a letter of assignment. Accreditation is free of charge. INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED.

Annex II

UNITED NATIONS NATIONS UNIES

SECURITY AND SAFETY SERVICE

SPECIAL SERVICES UNIT

Request for Grounds Pass — Security Staff

Issuance Renewal Duplicate

Name: _____

Country/Agency: _____

Protectee: _____

Official Seal | Date | Authorized Signature

Print Name

(To be completed by the Special Services Unit)

Code / Weapon: UA A _____

(Must obtain prior approval from the Chief of Security and Safety Service)

Expiration Date: _____

Approved by: _____ Date: _____

Proof of Identification (Must be presented at the Pass and Identification Office) _____